

Sheviok Memorial Hall Management Committee

Monday 3rd September 2018

Present: M. Snowling, A. Kayes, C. Kennedy, B. Snowling, T. Wells, T. Colrein, F. Harvey, J. Scott, P. McLaren, J. Carter, B. Stevenson, L. Vickery, M. Claughton, S. Walters, P. Brooks

Apologies:

Absent:

Minutes of the last meeting were not available but were distributed and a paper copy handed to the chair on the night.

Matters arising.

- a) Grants, extension and plans etc – Application being sent but not all information has been sent. Short notice – so it has been manic trying to get everything sorted. Planning permission has not been granted yet. Architect is doing lots of work for us to get everything in place. First payment agreed and paid for the planning application. Current technical spec in with the architect and this will be sent out to people that have done work for us to get on with it. Hall needs to produce numerous “options” for alternatives etc too, to satisfy the application. Peter M will carry on with the chasing etc when Chris is off on holiday. There was a delay about us getting the correct forms etc late in the process due to an error with the Lottery and no fault lies with the hall committee etc on putting the process through etc. The chair thanked Chris and Peter on behalf of the committee for their efforts.
When the planning permission goes to the Parish council – the committee was encouraged to attend to support the proposal.
- b) Flag pole/fencing and Access path gate- No progress with the posts etc, but there I the plan to sort out the post and gate next month.
- c) Baby changing area – Paula is planning to send through some details regarding a free standing one due to the walls not being solid. This is in progress. To report next meeting. Lynn asked about the outside nappy bins and how they are not all used just for nappies. Could we put a bag in the bin each time? Phil can be asked to check his – Barbara to ask.
- d) Rendering – update – to be left until we have the extension update.
- e) Summer Fair – Felt like a little under supported. There were not many families with children over 8. The questions arose about whether a carnival day has had its time.
Are we doing it at the wrong time of day? Perhaps start later and then roll over to the evening?
The sports games were OK. The stalls are the same style that we have had for years. Committee to think about it and discuss it at the next meeting. Maybe change the date as it clashes with the Liskard show. Chris said that interestingly a couple of the stalls were up from last year. Chris commented that if we go into the evening – then we have to pay a band (etc) and thus the profit is reduced. Perhaps 4-8 with band etc and food at tea time and a bar.
Chris suggested that we offer another donation again to the band of £50. All agreed and so profit is now £427.02.
- f) Hearing loops – It is on Phil’s rota and Phil has looked into holding the wire and thus need to look into using a staple gun for wires. May be able to hire the tool. Committee asked to think of

local electricians that may offer the service.

- g) CIO status- To be put on November agenda.
- h) Sound system- It stopped working that well during the summer fair. So Andy took the current system to a specialist who has looked at all of the kit, amp, speakers and mike etc and it was agreed that it was quite old, damaged and beyond economical repair. Andy got a new amp and speaker on trial. Trialled with James and it was deemed easy to use. He has been quoted as £799 for equipment that is twice the price- including amp, cd player, radio mike, mike, speakers and cables. Andy proposed to buy the kit and Peter seconded the proposal – all agreed as we have the funds at the moment.

Treasurer’s report

The current balance of funds is £30,229.59 – £14,336.70 ring-fenced for extension so actual money available £10,982.89 plus £5,000 contingency fund.

Std outgoings this last 2 months. Have had no ad hoc hire of the hall in August.

Solar panels - earned £1137.15 over past 3/12, now total is almost £2500 and there is still another record to take into account this year. The income from the panels is funding Phil’s employment.

General Maintenance report

Cutting grass contract has been going well, but last cut was difficult to marked growth. Tom is agreeing to cut the trees with Andy Kayes.

Lynne Erasmus – sent a letter regarding the tress in the hall grounds being trimmed as they overhang her property etc. Mike S will inform Lynne Erasmus of this.

One fluorescent light in the hall is out and these will be looked into. Mike C has the fluorescent bulbs and Mike S will ask an electrician to fit the bulb and Mike will ask about stapling the hearing loop wires.

Barbara is a little concerned over the storeroom again as she has had trouble getting to the badminton stuff. Mike asked committee to look in again and check.

AOB

Need to consider the style of advert we put out. Emphasising what we can offer – long and short term hire etc.

Paula feels that there may be leak from the gulley above her storeroom – Mike S to contact Trevor to overhaul roof.

Paula also asked about PAT testing and Mike S will find out the date.

Barbara – received a letter from the flower show – saying that some plates were broken during the flower show and asked if any charge will be incurred. All agreed to no charge as it is under normal wear and tear.

Paula – Has a set of bunting as a gift from some of her preschool and she asked if it can be erected in the hall – all agreed. Also given a picture and asked if it could be put up during preschool and taken down for the rest of the time – all agreed.

Craft Fair – 13th and 14th October - already has 17 tables paid for – Lynn still waiting to hear from exhibitors. Lynn and Barbara asked for help regarding refreshments etc. including a home made soup. Setting up the tables etc need to be decided at next meeting.

Andy says that the hall now owns an electrical extension cable that is usable indoors and outdoors. James said that the November meeting is on November 5th and there may be events on etc and so the meeting may clash – to discuss next meeting.

Remote control for the blinds on the velux windows is broken and a replacement is £126 +VAT. The working remote operates the blind that cuts out the light that goes into the hall and this is closed for tennis etc and the more open one shines on the wall. Thus agreed not to replace at the moment.

Meeting closed at 20.25

Date of next meeting –Monday 1st October 2018 at 7pm.

Monday October 1st meeting agenda

- 1- Apologies
- 2- Minutes of last meeting
- 3- Matters arising
 - a) Grants, extension plan etc.
 - b) Flag pole/ fencing - update
 - c) Baby changing area - update
 - d) Hearing loop - update
 - e) Sound system - update
 - f) hall advert
 - g) Craft Fair
 - h) Summer Fair ideas
 - i) November meeting dates
 - j) Christmas Fair
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 5th October 2018.